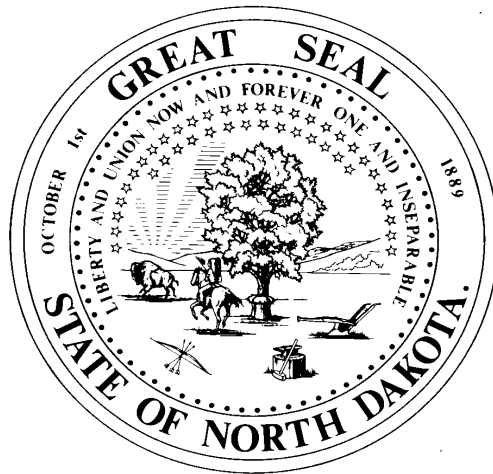


**NORTH DAKOTA
DEPARTMENT OF HUMAN SERVICES**



**SOCIAL SERVICE BLOCK GRANT
PRE-EXPENDITURE REPORT**

**OCTOBER 1, 2006 TO
SEPTEMBER 30, 2007**

SOCIAL SERVICE BLOCK GRANT PRE-EXPENDITURE REPORT FEDERAL FISCAL YEAR 2007

I. INTRODUCTION

The North Dakota Department of Human Services has been designated by the Governor as the single state agency responsible for administering the Social Service Block Grant (SSBG). Prior to expending any SSBG funds made available to North Dakota for any fiscal year, the State must report on its intended use of such funds. The following information is provided to fulfill this requirement. This document shall not be construed as a comprehensive social service plan. The activities and services described herein are a portion of the array of public human services which the Department of Human Services administers, supervises, and/or supports through eight regional human service centers, 53 locally administered county social service boards, and a variety of purchase of service arrangements.

The following report delineates the goals of services provided through the Social Service Block Grant funding, outlines the organizational structure through which services are provided, describes the various target populations and types of services and activities provided, and summarizes the funding made available.

II. STATEWIDE HUMAN SERVICE GOALS

Services provided and promoted under the auspices of the Department of Human Services are targeted to benefit vulnerable children, adolescents, adults, elderly, and families. The overriding purpose in provision of all service is to enhance quality of life to people for whom such quality is threatened due to financial resources, emotional crises, disabling conditions, or inability to protect themselves.

The goals for all of the direct human services described in this report and administered by regional human service centers and county social service boards are specified in North Dakota Century Code Chapter 50-06.2, Section 50-06. 2-01, "Purpose - Interpretation," and are congruent with the goals set forth in the "Social Service Block Grant." The goals are as follows:

- A. To help individuals or their families to achieve, maintain, or support the highest attainable level of personal independence and economic self-sufficiency.
- B. To prevent, remedy, or alleviate neglect, abuse or exploitation of children and adults unable to protect their own interests.
- C. To provide a continuum of community based services adequate to appropriately sustain individuals in their homes and in their communities, and to delay or prevent institutional care.
- D. To preserve, rehabilitate, and reunite families.
- E. To assist in securing referral or admission of individuals to institutional care when other forms of care are not appropriate.

III. ORGANIZATIONAL STRUCTURE

A. Department of Human Services

The Department of Human Services, created during the 1981 session of the North Dakota State Legislature, began operation January 1, 1982. The creation of the department, as an umbrella agency, has as its roots meeting the needs of individuals and families.

The department serves as a comprehensive model which incorporates continuity of care and services for the citizens of North Dakota. It provides for an ease of administration and management, facilitates professional communication and coordination, and offers multiple services to individuals and families with a minimum of inconvenience.

Included in the umbrella agency are economic assistance, medical services, child support enforcement, disabilities services, aging services, children and family services, and mental health and substance abuse services. Field services include the State Hospital in Jamestown, the Developmental Center in Grafton, and eight regional Human Service Centers located in the state's major cities.

The department acts as the official agency of the state in discharging the following functions:

1. Administration of programs for children and families, including adoption services and the licensure of child-placing agencies, foster care services and the licensure of foster care arrangements, child protection services, licensure of early childhood services, services to unmarried parents, service and administration of the interstate compacts on the placement of children and juveniles.
2. Administration of programs for persons with developmental disabilities, including licensure of facilities and services, and the design and implementation of a continuum of services for persons in need of habilitation.
3. Administration of aging service programs, including nutrition, transportation, advocacy, social, ombudsman, recreation and related services funded under the Older Americans Act of 1965 [42 U.S.C. 3001, et seq.], home and community based services, licensure of adult family care homes, and the fund matching program for city or county tax levies for senior citizen activities and services.
4. Administration of mental health programs, including planning and implementing preventive, consultative, diagnostic, treatment, and rehabilitative services for persons with mental or emotional disorders and psychiatric conditions.
5. Administration of alcohol and drug abuse programs, including establishing quality assurance standards for the licensure of programs, services and facilities, planning and coordinating a system of prevention, intervention, and treatment services, providing policy leadership in cooperation with other public and private agencies, and disseminating information to local service providers and the general public.
6. Administration of economic assistance programs, including temporary assistance for needy families (TANF), food stamps, fuel assistance, refugee assistance, work experience, work incentive, and quality control.
7. Administration of medical service programs, including medical assistance for needy persons, early and periodic screening, diagnosis and treatment, the children's health insurance program, children's special health services, utilization control, and claims processing.

B. Human Service Centers

The eight regional human service centers are located in the primary medical and business centers of the State of North Dakota.

The statewide human service center director is appointed by the executive director of the Department of Human Services. The centers employ a medical director and a variety of professional human service staff including psychologists, social workers, human relations counselors, and other specialists.

Funding for the services provided by the human service centers is primarily a combination of the Social Service Block Grant, the Block Grant for Prevention and Treatment of Substance Abuse, the Block Grant for Community Mental Health Services, state general fund dollars, clinical services funds through Title XIX, third party payments, and fees.

C. County Social Service Boards

There are 53 locally administered county social service boards providing social services throughout the state. Their staff provide social service programs in accordance with state policy, direction, law, and regulations.

Funding for social services provided by the county social service boards is primarily a combination of Social Service Block Grant, county mill levy, state general funds, IV-E, TANF and the Home and Community-Based Services Waivers for Aged and Disabled and Developmentally Disabled.

IV. SERVICE DELIVERY

- A. Regional Human Service Centers:** The following are the core services provided through the Human Service Centers. These are funded through a variety of state and federal funding sources:

Aging Services:

- Aging Services Administration
- Vulnerable Adult Protective Services
- Long-Term Care Ombudsman Program
- Adult Family Foster Care Licensure

Developmental Disabilities

- Case Management
- Day Supports
- Extended Services

Vocational Rehabilitation

- Assessment for eligibility and rehabilitation needs
- Counseling and Guidance
- Information and Referral
- Job related services
- Vision Services
- Supported Employment Services
- Rehabilitation Technology Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Foster Parent Support Services
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

- Level I Criteria
 - Care Coordination
 - Acute/Clinical Services as deemed appropriate
- Level II Criteria
 - Care Coordination
 - Case Aide Services
 - Crisis Residential/Safe beds
 - Flexible funding
 - Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

- Core Populations:
 - Self Harm/Suicide
 - Child Abuse and Neglect
 - Foster Care/ Subsidized Adoption
 - Acute Psychiatric
- Services
 - Psychological evaluation and testing
 - Psychiatric evaluation
 - Clinical evaluation
 - Individual Therapy
 - Group Therapy
 - Family Therapy
 - Clinical Case Management
 - Medication Management
 - Crisis Residential
 - Short Term Hospital
 - Lab and Clinical Screening

Substance Abuse Services

- Care Coordination/Case Aide
- Evaluation
- Social and Medical Detoxification Services
- Needs based array of primary treatment services
 - Low intensity outpatient
 - Intensive outpatient
 - Day treatment
- Needs validated residential services
- Medication/Medical monitoring/Management

Crisis/Emergency Response Services

- 24-hour a day/7-days a week crisis call response from a designated, trained Center employee
- Regional Intervention Services
 - Screening
 - Gatekeeping/referral

- B. County Social Service Boards:** The following are the core services provided through the county social service boards. These are funded through a variety of state and federal funding sources:

Vulnerable Children and their Families includes: abused and neglected children and their families; children who are at risk of abuse or neglect and their families; and children and their families who need individual and/or family support services to maintain the child within the home.

Services provided include:

- Child Protection Assessment
- Family Social Work
- Foster Care Home Studies
- Foster Care Eligibility
- Information/referral – Community Coordination
- Early Childhood Licensing
- Parent Aide
- Wrap Around
- Special Health Service for Children
- Intensive In-Home
- Unwed Parent
- Family Focused
- Subsidized Adoption

Vulnerable Adults includes: physically disabled adults, who need services to attain or maintain the highest level of independence, and their families; older adults in need of services to enable them to maintain their independence; and adults at risk of abuse, neglect and exploitation.

Services provided include:

- Case Management
- Homemaker
- Home Health Aide
- Information/Referral – Community coordination
- Adult day care
- Adult family foster care
- Chore services
- Non-medical transportation
- Personal attendant care;
- Respite care
- Family care
- Environmental modification services
- Specialized equipment
- Adult Protective Services

V. SUMMARY OF STANDARDS FOR NON-MEDICAL RESIDENTIAL FACILITIES

PL. 94-566, known as the Keys Amendment, became effective October 1, 1977. The Keys Amendment requires each state to establish and enforce standards for residential facilities where a significant number of Supplemental Security Income (SSI) recipients reside or are likely to reside. This statute requires each state to make available for public review certain information about the standards and their enforcement. In accordance with the regulations 45 scar Part 1397 that implement the Keys Amendment, the following is a summary of licensing standards, along with the names and addresses of designated agencies which establish and enforce standards for non-medical residential facilities in which SSI recipients are likely to reside.

A. Programs and Services for Developmentally Disabled Persons

All programs and services providing care to more than four developmentally disabled persons are subject to licensing requirements by the North Dakota Department of Human Services unless the facility is exempted by Subsection 1 or 2 of NDCC 15-59.3-02 or is a health care facility (as defined in NDCC 23-17.2-02) other than an intermediate care facility for the developmentally disabled.

Standards for the program and services include such sections as fire and safety, staff requirements, admissions policies, insurance, food service and sanitation, civil rights protection, recreational activities, and basic program requirements.

Licensed by the North Dakota Department of Human Services, State Capitol, 600 East Boulevard, Bismarck, North Dakota 58505-0250.

B. Basic Care Facilities

Standards for basic care facilities address subject areas relating to definitions, issuance of license, plans of correction, enforcement actions, appeals, governing body, fire safety, education programs, resident assessments and care plans, resident records, personal care services, pharmacy and medication administration services, social services, nursing services, dietary services, activity services, housekeeping and laundry services, adult day care services, and general building requirements.

Licensed by North Dakota State Department of Health and Consolidated Laboratories, State Capitol, 600 East Boulevard, Bismarck, North Dakota 58505.

C. Residential Living Facilities for the Chronically Mentally Ill

Residential living facilities for the chronically mentally ill are operated by the North Dakota Department of Human Services through regional human service centers. The residential living facilities are licensed by the North Dakota Department of Human Services. The licensing standards include such areas as fire safety, water supply, sewage disposal, protection of civil rights, space and physical plan requirements, as well as staffing patterns and program operation standards.

Licensed by the North Dakota Department of Human Services, State Capitol, 600 East Boulevard, Bismarck, North Dakota 58505-0250.

D. Foster Care Services for Children and Adults

Standards for child and adult foster care address subject areas relating to fire and safety, health (including medical reports), sleeping arrangements, diet, water and milk supply, social factors, attitudes and understanding, and age and sex of residents. In addition, for facilities providing care to more than four individuals, there are additional requirements related to training and professional credentials of the staff as well as staff-to-client ratio requirements. The current standards contain sections related to civil rights. Separate standards and licenses relate to family foster care (providing care for four or fewer children or adults); group homes (providing care for four to 10 children); or residential child care facilities (providing care for eight or more children).

Licensed by North Dakota Department of Human Services, State Capitol, 600 East Boulevard, Bismarck, North Dakota 58505-0250.

All of the facilities are governed by a specific, unique set of licensing regulations and law. The enforcement procedures for assuring compliance with state licensing law or regulations include:

1. Periodic inspection of facilities, the frequency of which is established by law or regulation.
2. The availability of technical assistance to prospective or current licensed facilities.
3. If a currently licensed facility is in danger of losing its license, it is advised, in writing, of the specific reasons the license is in jeopardy and what must be done within a specific time period in order for the facility to continue to operate. In the event a facility fails to comply with the regulations, the facility will cease to operate and residents of the facility will be assisted in making plans for alternative living arrangements.

Facilities who are notified that they failed to comply with licensing regulations are able to request an appeal and a hearing. They are notified in writing of this right and the hearing is held promptly to assure protection of the residents. If the facility does not comply with life threatening standards, they are moved immediately, and the appeal would be heard after the fact. It is the intent of the licensing agencies to assist facilities in meeting licensing standards and requirements, and at the same time, protect the residents.

VI. FISCAL

For Home and Community-Based Services, there will be an assets determination. If the applicant/client exceeds the limitation, the services will be provided, but the client will pay full fee. The services included in Home and Community-Based Services classification are adult family (foster) care services, chore, family home care, homemaker, home health aide, home and community-based case management services, non-medical transportation, personal/attendant care, respite, and adult day care.

The following table is intended to estimate the utilization of social services block grant in county social service boards and regional human service centers. It must be kept in mind that the SSBG participation in the cost of delivering services is only a part of an overall costs. The total expenditures for each of these services is a blend of local, state, Social Service Block Grant and other federal resources.

**ESTIMATED CLIENTS TO BE SERVED IN PART OR WHOLE WITH
SOCIAL SERVICE BLOCK GRANT FUNDS AND ESTIMATED USE OF SOCIAL
SERVICE BLOCK GRANT FUNDS
FEDERAL FISCAL YEAR 2007**

FEDERAL SERVICE CATEGORY	ESTIMATED CLIENTS	ESTIMATED SSBG EXPENDITURES
Adoption Services	600	17,308
Case Management Services	9,900	208,491
Counseling Services	6,700	1,537,898
Day Care Services - Adult	10	417
Day Care Services - Children	1,900	43,629
Education and Training Services	3,000	9,456
Foster Care Services for Adults	120	4,251
Foster Care Services for Children	1,300	102,157
Health Related and Home Health Services	2,400	61,729
Home Based Services	4200	127,164
Independent and Transitional Living	80	2,077
Information and Referral Services	11,000	52,230
Pregnancy and Parenting Services for Young Parents	30	903
Prevention and Intervention Services	3,800	71,879
Protective Services for Adults	570	18,109
Protective Services for Children	5,600	262,975
Residential Treatment Services	180	5,154
Transportation Services	2,300	24,472
Other Services	350	12,867
Total		2,563,166

**ESTIMATED CLIENTS TO BE SERVED IN PART OR WHOLE WITH
SOCIAL SERVICE BLOCK GRANT FUNDS AND ESTIMATED USE OF SOCIAL
SERVICE BLOCK GRANT FUNDS
FEDERAL FISCAL YEAR 2007
IF SOCIAL SERVICE BLOCK GRANT IS MAINTAINED AT FFY 2006 LEVEL**

FEDERAL SERVICE CATEGORY	ESTIMATED CLIENTS	ESTIMATED SSBG EXPENDITURES
Adoption Services	600	24,839
Case Management Services	9,900	299,208
Counseling Services	6,700	2,213,197
Day Care Services - Adult	10	598
Day Care Services - Children	1,900	62,613
Education and Training Services	3,000	13,571
Foster Care Services for Adults	120	6,101
Foster Care Services for Children	1,300	146,608
Health Related and Home Health Services	2,400	88,588
Home Based Services	4200	182,496
Independent and Transitional Living	80	2,980
Information and Referral Services	11,000	74,956
Pregnancy and Parenting Services for Young Parents	30	1,295
Prevention and Intervention Services	3,800	103,155
Protective Services for Adults	570	25,989
Protective Services for Children	5,600	377,400
Residential Treatment Services	180	7,396
Transportation Services	2,300	35,119
Other Services	350	18,465

Total 3,684,574